What the Office of Cannabis Management Reviews on all Retail Dispensary Applications

Below is a checklist of all elements of a cannabis dispensary that are reviewed and approved by OCM before issuing a license allowing the dispensary to open. Each of the items of this list will be reviewed and approved by OCM and regular inspections from our compliance unit ensure dispensaries continue to follow these rules.

Items in red reflect Municipalities, Locals, and Community Board feedback/input that is part of this mandatory review.

Permitting & Zoning

- **Licensee has obtained required permits**
- Location meets all requirements related to proximity of dispensary to schools and/or houses of worship
- Operating Hours of licensee confirmed
- **Municipal feedback analyzed - including impact of dispensary on locality (i.e., noise, odor, traffic)**

Operating Plans

- Site Plan
- Tracking & Inventory Plan
- Security Plan (Interior & Exterior)
- Management, Staffing, and Training Plans
- Delivery Plan (If Required)
- Business continuity Plan
- Energy & Environmental Plan

Outdoor Signage

- Any outdoor signage complies with the advertising and marketing guidelines
- No more than two signs are visible from the exterior (including any interior facing signs)
- Signs include only authorized language and symbols

Store Interior

- General suitability of location reviewed
- Cannabis is tested according to NYS standards
- Cannabis is stored in a locked safe, vault, or other approved equipment
- Cannabis is not not visible from outside the premises
- All required guidance, postings, and information is visible and accessible to patrons
- OCM conducts on-site inspections (both announced and unannounced)

Incident Reporting

- Licensee has developed a plan to report incidents (i.e., security breach) to OCM within 24 hours
- Licensee has agreed to comply with all required reporting

Ownership & Control

- Licensee has provided all required True Parties of Interest (TPI) ownership disclosures
- OCM has reviewed all submissions and ensured no conflicts of interest exist

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